

THE AUSTRALIAN LIBRARY JOURNAL

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Vol. 2, No. 1

Quarterly

January, 1953

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Library Training Programmes

By A. F. JOHNSON, F.L.A.,

Librarian in Charge of Training, State Library of Tasmania

If this outline of training methods in libraries is to be in any way useful, we should face up to an unpleasant fact.

The young library assistant usually begins his or her career with enthusiasm for work among books, and a desire to offer service to readers in one of the most rewarding of all professions. A career full of interest is promised, with chance of advancement for the person with ability and the necessary professional status.

Yet the library profession is distinguished by the large number of recruits who leave for other jobs. Their enthusiasm has turned to apathy. What has happened to cause this?

No doubt you will protest that this picture is exaggerated. You may point out that in all fairness to our profession, some of the duties are bound to be dull; that young assistants of today have no staying power. You may quote examples of libraries where the staff give excellent, cheerful service.

I do not doubt that efficient library services exist—and in all these cases *the staff are well trained*. Routine tasks need not be dull if the staff are trained to take an interest in every aspect of their work. There is enough variety in library work to sustain the interest of new members of staff, but guidance is needed if full use is to be made of their services. We handle the most exacting and intractable material, demanding qualities of scholarship, tact and considerable understanding of the reader's approach to books.

The training of librarians on a fully developed plan of instruction, has until recent years been a neglected side of our activities. Most senior librarians will admit that they learnt their craft without adequate guidance or encouragement. Librarianship, as in other professions, depends for its full effect upon the application of well-tried routines and techniques by fully

trained personnel, together with a sense of purpose based on the true aims of the library in a modern community. It would be a mistake to under-estimate the loss of efficiency derived from poorly equipped, apathetic staff.

Adequate training is based on a clear estimation of the scope of librarianship. Underlying all our routine and technical processes is the service to the individual reader, whether by direct guidance or by the indirect processes of shelf arrangement, indexing and display. The *reader approach* to our tasks is fundamental. Modern librarianship is concerned with people as well as books. The librarian as custodian has given place to the newer conception of the librarian as exploiter of all forms of communication, printed and audio-visual. It is part of our job to convince people that libraries are necessary; that books are not a luxury.

Full-time Training

There are two important differences in the training facilities of North American library schools from those existing elsewhere. Firstly, the schools themselves assess the competence of their students, and secondly, the courses are limited to graduates and are extensions of university training. The American Library Association accredits 32 library schools throughout the United States, thus ensuring minimum standards of training; but competing standards do lead to variations in the syllabus of one school compared with another. It is possible for a librarian to go on to his Master's degree and later to the Doctor's degree in several schools.

American library schools pay particular attention to the educational function of the librarian's work. To this end, the course of training is looked upon as an extension of the studies in the normal schools and university curriculum. After the conferment

of the Bachelor's degree, the student is given an intensive course on library techniques and this is followed by a searching study of methods of communication and the role of the book in research.

There are no other sources of training for librarianship at the full professional level in North America, and no correspondence courses are offered. Thus it will be appreciated that a very high standard of initial competence is assured by the very fact that selection of recruits is limited to graduates.

British training methods allow recruitment from all matriculated candidates, thus broadening the field of selection. Furthermore, the British plan does not entirely divorce training from practice, as most candidates have worked for some time in a library before taking a full-time course of training. A well developed correspondence course is offered by the Association of Assistant Librarians. Most Branches of the Association offer week-end schools and discussions of value to assistant librarians, and there is an annual school for librarians at Birmingham and in Scotland.

Full-time training in librarianship in Great Britain was fully reorganized in 1946 when the schools of librarianship were established. The University of London Library School was already in existence having been founded in 1919. Created in response to the urgent demands of ex-service candidates, these schools are now settling down to a steady influx of graduate and non-graduate students who are part grant-aided by their own local education authorities or by university funds. Unfortunately some disparity exists in the allocation of these grants, and it is to be deprecated that the size of the grant is often dependent on the prosperity or public spirited attitude of the education committees. Until grants are made adequate and uniform in application, the British schools of librarianship will continue to exist on a slender financial foundation.

Training in full-time schools was the outcome of the recommendations of the McColvin Report of 1942 and the Library Association Proposals of the following year.

A Post-War Policy Committee was set up to deliberate on improvements in the profession as a whole. The new syllabus came into force in June, 1946, and the first schools were opened at Manchester, Loughborough, Leeds and Brighton. There are now nine schools of librarianship besides the graduate school at the University of London.

In another important respect the British set-up is different from that in America. The Library Association retains its right to assess the competence of candidates by written examination. A bi-annual examination is set which is standard for all competitors, and much has been done in recent years to make the syllabus consistent with the newer attitude to librarianship. A revised syllabus renamed the intermediate level as Registration and broadened the scope of this basic professional examination. The pre-1946 emphasis on classification and cataloguing was removed and the standard created became worthy of the new designation of Chartered Librarian.

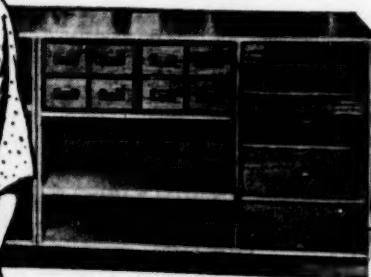
Some British librarians criticise the decision of the Library Association in placing the schools of librarianship in technical colleges rather than in universities. The decision was influenced by two considerations: the universities' inability to take on further commitments in 1945, and the right exercised by the Library Association to control its own syllabus and examinations. The fear of competing qualifications was very real, and the time for a diversity of approach could come when the syllabus had become more standardised. The status of the profession would have improved under the dominance of university training, but the immediate need in 1945 was for schools in sufficient numbers and professional standards to take the flow of ex-service students. British schools of librarianship are maintaining a high level of training, well related to the needs of British libraries and their readers.

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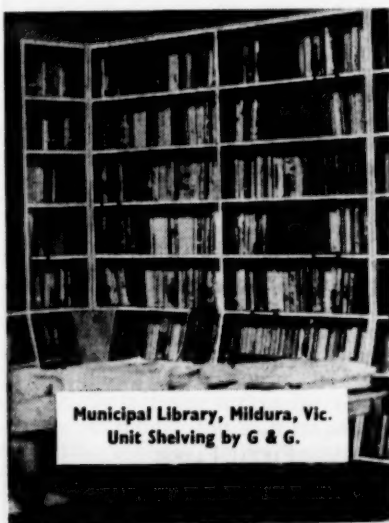
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limits, these courses meet a real need. Lessons usually consist of duplicated notes, guides to further reading and a number of questions set by the tutor. The student works at home from text-book and source material often in short supply, and is denied the experience of discussion, argument and debate with fellow students and tutor. It is a feature of all correspondence tuition, not limited to librarianship, that a high percentage of students enrolling for the courses fail to complete the full set of lessons. The effectiveness of correspondence courses depends largely upon the punctuality of the student in submitting written answers, and the ability of the tutor in projecting his personality by notes and marginal comments. This form of training in librarianship leaves much to be desired. Spare-time study after library hours is no solution to the problem of how to get the best out of library staffs.

In-service Training

A progressive library system cannot afford to neglect its staff training as a counterpart to the methods already outlined. A well-trained staff is the product of consistent training of the right kind. In-service training can exist in many forms:

1. Formal lectures.
2. Staff association meetings and discussions.
3. Staff manuals.
4. Visits to local printers, paper makers, bookbinders, etc.
5. Library staff bulletins and exhibitions.
6. The rota system, whereby the staff are given an opportunity to work in different departments.

The essentials of in-service training are:

1. Instruction should be regular, with frequent checks on progress.
2. Instruction should be comprehensive, dealing with all types of library.
3. Hours of tuition should not impose too great a strain on the normal routine duties of the library.
4. Effective tuition must be available locally, from one person appointed

for the work, or from a number of senior members of staff willing to do lectures and mark papers.

Four advantages are immediately apparent if in-service training is adopted on the lines suggested. These are: continuity of service, cheapness, improved efficiency, and flexibility of administration. The services of members of staff are retained during the training period, which is virtually continuous. In-service training is comparatively cheap, when the cost of individual instruction at full-time schools is considered. Training can be made to emphasise local conditions, thus improving efficiency. By carrying out a continuous training programme, a pool of trained assistants can be created for the expanding library service.

The State Library of Tasmania, because of its geographic position and local shortage of trained staff, has started a training scheme on the in-service plan. The Public Service Commissioner approved of a full-organized scheme and this came into force in July this year. Lectures for Preliminary and Qualifying courses are given to 40 students from the State Library, University Library, Royal Society and Education Departments. An excellent lecture room has been provided at the Royal Society for morning lectures from 9 to 10 a.m. On two evenings each week, lectures are held in the lending library. The staff are thus given an opportunity to study for their professional examinations at no cost to themselves, and in library working hours, apart from evening lectures. The Preliminary course is supplemented by the use of an epidiascope for visual demonstration of printing types and other aspects of the history of the book, and by visits to local printing offices and binders. The Qualifying level is limited this session to the parts Q1 and Q2, these being acceptable to the 15 students attending. But staff training is not necessarily confined to the lecture room. Discussion, argument and criticism of routine duties in a staff association is an excellent forum for junior staff members. Outings to local special libraries and participation in social and cultural activities serve to underline the true nature of the librarian's task.

An English Public Library System

By JOYCE B. S. JACKSON, B.A.,
Commonwealth National Library.

(An address given at a meeting of the A.C.T. Branch, Library Association of Australia, August, 1952.)

The English Public Library system which I am about to describe is that of the Twickenham Borough Library, in which I was assistant cataloguer for fourteen months in 1950-51.

First of all a word about the Twickenham Borough itself. It is one of London's municipal boroughs, taking in several districts besides that of Twickenham itself, and governed in local affairs by a Borough Council. It is not an industrial district and there are no large undertakings within its borders so that the demand was largely for recreational reading rather than for anything of a very technical nature. As in many other public libraries the chief demand appeared to be for fiction and then biography.

The Library was one of the functions of the Borough Council and was maintained by rates. It was controlled by a Library Committee, consisting of the Mayor (or Mayoress, as it was when I joined the staff), the Borough Librarian, and several members of the Council, which met once a month, when the Borough Librarian reported to it on the Library's activities.

The system consisted of a Central Library at Twickenham and five small branches in each of the districts within the Borough, that is, Teddington, Whitton, Hampton, Hampton Hill, Hampton Wick. These branches ranged in size from Teddington, controlled by a Branch Librarian who was a professional officer, and three juniors, down to Hampton Wick, which occupied half the working time of a junior and opened only in the afternoons. Accommodation varied, too, the most modern being that of Whitton which was in the middle of the shopping centre and consisted of two large airy rooms, one for the adult section,

the other for the junior, and was fronted by large plate glass windows, like shop windows, through which the passer-by could see what was inside and, one hoped, be attracted by it.

The main or Central Library at Twickenham was a two-storeyed building dating from the late nineteenth century and owing its existence to Carnegie funds. It was typical of library architecture of that period in being gloomy and completely unattractive. The lower storey housed the newspaper room, and the adult and junior lending sections, while upstairs were the Librarian's office, the Reference Room, and the administrative section where all processing was done.

The Junior Library was controlled at Central and in all branches by the Children's Librarian who selected material for it herself, and supervised all processing of it. She also conducted story hours at some of the branches, particularly during winter, and ran the Library's service to schools in the area. Under this service, the library purchased books and lent them more or less permanently to any school desiring them. At the end of each term all books were recalled and a fresh lot sent out so that there was a certain amount of rotation.

Within the Adult Section of the Library there were the three departments, Lending, Reference and Administration.

The Lending Department was controlled by a professional officer and staffed by assistants, most of whom were studying for one or more of the Library Association's exams in their spare time. The Brown System was used for recording loans.

There was a very small Reference section with only one member of staff, the Reference Librarian. The work done was nearly

all ready reference and the reading room was used mainly by people reading the periodicals kept there, small boys sticking stamps in their stamp albums with the aid of the Gibbons catalogues, school children doing projects with the help of the Encyclopedia Britannica, and so on. Here also were kept the local collections, works connected with the district, and a small special collection of Pope's works, because he lived in Twickenham at one time. The Reference Librarian was also responsible for inter-library loans.

In the Administration Department the processing of books for all branches took place. The books were originally selected by the Librarian himself, partly from booksellers' lists and the British National Bibliography, and partly from samples brought by travellers for the various firms. There was also a suggestion book kept in the lending department which was regularly checked. As the books arrived they were allocated, again by the Librarian, to the various branches or to Central, by marking each book with the initial letter of the Library to which it was to go, and they were then ready to be catalogued and accessioned.

There was a dictionary catalogue in the Lending Department at Central and also one at each branch. For the sake of clarity these were kept on different coloured cards—blue for Teddington, orange for Whitton, green for Hampton, yellow for Hampton Hill, pink for Hampton Wick, white for Central. In the Administration Department, itself, there was maintained, by author only, a Union catalogue showing the location of all books. Accession and shelf registers in looseleaf form for Central and all branches were also kept in the Administration Department. These were also in a different colour for each library, the colour corresponding to that of the catalogue cards.

In the case of non-fiction the procedure was as follows: books were first of all checked in the Union Catalogue and new books separated from additional copies. The new books were classified and subject catalogued by either the chief cataloguer or assistant cataloguer. Then the card was made for the union catalogue. The top

half of this card was left blank for cataloguing details which were, in this case, author heading, class number in the top right hand corner, title, date, collation (series), note of bibliography, annotation, publisher, price. The second half of the card was occupied by seven columns, two for Central, and one for each of the branches, in which were recorded the accession numbers of the copies of the book which each branch held. Annotations were given rather freely—in fact in all cases where the title did not clearly indicate the subject of the book. At this stage the cataloguing and classification were checked by the Chief Cataloguer.

The books were then accessioned. They were separated out into branches and accession and shelf slips already stamped with accession numbers put into each book, which was at the same time stamped on the back of the title page with a process stamp which had spaces for branch, class number and accession number. The slips were then typed from the Union catalogue card, the accession number at the same time being added to the card. These slips were then checked, taken out and distributed, shelf-slips to be filed by a junior at once, accession slips to be kept till the end of the month when they were used by the Chief Cataloguer in compiling statistics. Union cards were also removed from the books, and cards typed from them for the relevant catalogues; that is, main card, subject entries and added entries for each branch which had a copy of the book. In addition, for each book over 6s. a slip was typed for the South Eastern Regional Library Bureau, for use by them in compiling their union catalogue of the holdings of libraries in the South Eastern Region of England.

For fiction the order of procedure was slightly different. They were accessioned first, put in alphabetical order and checked through the Union catalogue. For new books the Union card was then typed, giving fewer details than for non-fiction, and cards copied from it in the same way.

In the case of additional copies, the union card was withdrawn, they were accessioned and the accession numbers added to the card. Cards were then typed for the relevant branches.

Music was treated differently. At Central there was a small separate catalogue for it and McColvin's subject headings were used in compiling it.

When the books were all accessioned and catalogued, those for Central and Hampton Wick were labelled, stamped with the Library Stamp and lettered with an electric stylus, fiction being simply lettered "F". Other branches labelled and lettered their own books. Catalogue cards were then placed in the books, lists typed for each branch, book pockets and cards which were stamped at the same time as the accession slips sorted out and the whole boxed up in time for the deadline early on Friday afternoon, when they were collected by the truck and delivered to each branch.

Our tools of trade were Brown's classification, Sear's list of subject headings, and the ALA and LA Joint Rules, the English variant being used in cases where there is a difference, e.g., hyphenated names. Brown was fairly satisfactory, in spite of being so out of date. The wide base made for smaller numbers and the categorical numbers were very useful. We used Sears' in the latest edition but had only the old edition of the Joint Rules. The British National Bibliography was very much used though we found that very often we had the book before it was indexed in the B.N.B. We used it a great deal for full names and also sometimes for aid in classifying, though here the fact that we used Brown was a drawback. Also we found that their classification was at times a little erratic. It was, however, our only aid of this kind as we had no American tools such as the Wilson series.

The staff of the Administrative Section consisted of Chief Cataloguer, Assistant Cataloguer, a senior clerical assistant, and two juniors. There was no typist, as such, attached, and in practice the cataloguers did much of the accessioning and card copying. The senior clerical assistant was able to be entirely responsible for cataloguing and accessioning fiction, and also copied cards and accessioned non-fiction. She also did all the lettering. The juniors labelled books, stamped slips, typed branch lists and boxed books.

The stock of the library consisted almost entirely of books published in England. American and indeed almost all overseas works were purchased only in English editions. There were some Australian works in the library, mostly fiction and a few descriptive works for the benefit of prospective migrants. There was a small foreign speaking population, mostly wives of ex-servicemen, French, Italian and German, for whom foreign novels were purchased from time to time.

Finally, I found that on the whole the average Englishman reads far more than the average Australian. This is particularly noticeable in the case of children and can be attributed partly, I think, to the difference in climatic conditions. The long English winter develops reading habits and certainly our circulation was far larger in winter than in summer, when, with the long light evenings people could stay out of doors till 10 or 11 o'clock. However, in this area at any rate, they were no more discriminating in their reading habits—it was still the western, the detective story, the "good love story" which were most in demand.

New Zealand Library Association Conference

The twenty-second conference of the New Zealand Library Association will be held in Auckland from Tuesday, February 17, to Friday, February 20, inclusive, and the New Zealand Association has written

to say that any members of our Association who may be in New Zealand at the time would be welcomed and received at the conference as representatives of our Association.

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Law Libraries

By ELIZABETH G. STANLEY, B.A.,

Librarian, Sydney University Law School.

One of the few remaining classes of libraries, not so far conspicuous in the activities of the Library Association of Australia, are those collections—one can hardly, in some cases, dignify them with the name “library”—which serve the ancient profession of the Law. Under the mistaken impression that legal literature is not amenable to the usual library techniques, large collections of valuable material may be allowed to remain in an almost completely unorganized condition, which makes, possibly, a substantial contribution to the “law’s delays”, where such collections are the tools of trade for the legal practitioner.

In Australia, apart from the legal sections in large general and university libraries, law libraries tend to languish in government departments concerned with legislation and the administration of justice, or in law institutes, and even where they are accorded a custodian, it is not usually one trained in library techniques. While we are probably not alone in this lamentable condition of things, the United States in this branch, as in most others of library work, is well to the fore, with a flourishing Law Library Association, which issues a very useful journal, and several magnificent law libraries, notably at Yale and Harvard Universities. To the United States we also owe one or two helpful manuals, e.g., Elsie Basset's *Cataloguing Manual for Law Libraries*, and Frederick Hicks' scholarly *Methods and Materials of Legal Research*, not to mention the *Index to Legal Periodicals* from the house of Wilson. With such aids, there is no reason why Australian law libraries should not become at least as well organized as other special libraries.

LITERATURE DIFFERENCES

It may be useful at this stage to try to discover any basic differences between legal literature and that in other fields. A cursory

survey of the shelves of a law library will reveal a preponderance of sets of Statutes and Law reports. An Australian collection will include those of both Commonwealth and State jurisdictions, and such other British reports and statutes as the resources of the library permit. Australian case law, with little more than a century's litigation to record, can be consulted fairly easily, but its English parent enjoys a longevity that bids fair to rival Methusaleh's, having first seen the light, a weakly infant, in Bracton's Note-book in the thirteenth century. Thanks to the human fondness for litigation, it has never since lacked nourishment, so that the twentieth century finds it a giant drawing sustenance not only from today's law suits, but also from its ancient sources, as the Yearbooks of Plantagenet and Tudor times are rescued from centuries of oblivion. Thus, even the files of Digests which facilitate reference to this vast repository of case law are themselves of no mean proportions. In the field of legislation the physical bulk of source material is not so intimidating. Still, old collections of laws and statutes must be retained, for cases will always arise where it is important to know how the law stood in a particular point on a specific date. The latest revisions and consolidations are, of course, indispensable to the practitioner, who may lose cases unless his knowledge of the almost day-to-day changes in statutes, rules and regulations is kept up to date by constant reference to the flood of cumulative supplements and loose-leaf services issued to keep abreast of the rising tide of legislation in this age of increasing governmental interference, beneficent or otherwise, in the lives of the community.

It is tempting at this point to digress a little on the methods of law publishing. The competitive spirit here does seem to result in quite an amount of duplication, rival firms producing almost identical compila-

tions of current legislation. This wasteful practice is gradually being eliminated as regards the publication of law reports, one or possibly two authoritative sets now replacing the more numerous competitors of other days. The *All England Law Reports* are an excellent example of this reform, which effects economies in time, money and effort for all who have to use or care for legal literature, and prevents the too frequent recurrence of the librarians' nightmare of finding storage space for bulky sets, which cannot be scrapped. Another wasteful feature of the trade is the issue of costly supplements with a useful life of only one year. Even where economies are made in binding, the price is still formidable, and a less frequent cumulative issue, say even biennial, would effect a considerable material saving, and require only the slight extra effort on the part of the user of consulting, in addition to the cumulative volume, a small and cheaply produced supplement covering changes between the appearance of cumulative issues.

Law reports and Statutes comprise the bulk of periodical material in law libraries, except those attached to law schools, which cater for scholar and student with files of the leading British and American legal journals.

Another feature to strike the observant visitor to a law library may be the comparatively small number of books, or treatises, as our American mentors prefer to call the texts published in the various branches of law—torts, crimes, contracts, etc. Like rare species in other fields they exhibit one or two unique features, the introductory pages being provided with formidable lists of the cases and statutes cited in the work, while the back cover may have developed the marsupial characteristic of a pocket to hold the supplements issued occasionally to keep abreast with the latest legislation. Law school libraries, however, will not be content to limit their book sections to purely legal treatises. There will also be a goodly collection in the fields related to law—sociology, political science, history—though in some cases the student will be expected to use the general library for this wider reading.

A good law library will also include material in the law of other countries, for while in the field of science certain principles are universally applicable, in law the great variation in the degrees of political advancement throughout the world, and the national accretion of centuries of local precedent and legislation, which have overlaid the basic principles of natural law, combine to make the legal system of each country a separate entity, and a lawyer, thoroughly competent in his own jurisdiction, may be completely at sea in that of another country.

CLASSIFICATION AND CATALOGUING.

The ideal law library, where the balance between books and periodical material has been redressed in this fashion, does not seem very different from any other special library, and should be amenable to the same techniques of organization. There are, however, difficulties not met with in other collections, or not to the same extent. In the first place, while the perfect classification system for any sphere of knowledge has yet to be devised, law has been particularly ill catered for in this respect, a not unexpected consequence of the present balance of human knowledge, so far advanced in dealing with physical phenomena, so inept in social management. Several manuals suggest arranging treatises merely alphabetically by author, but this will scarcely appeal to the trained librarian. Several schemes have been worked out for individual libraries, namely the United States Justice Department, Columbia Law Library, and Yale Law Library, but so far none have received official professional sanction. Dewey's law section has been left almost in its primeval rudimentary state, having received scant attention in recent revisions of the *Decimal Classification*. That it is capable of useful adaptation and extension is shown by the *Universal Decimal Classification*, which could be profitably adopted in law libraries not limited to technical works in law. The original Dewey subdivisions, mostly limited to one decimal place, have here been extended in some cases even to four figures, an elaboration that should cover even the largest collection. It makes little deviation from the original scheme, and therefore perpetuates one or

two rather undesirable features, e.g., the somewhat bewildering appearance of forensic medicine, a very definite specialty, in what should be a very broad general section. Where Dewey has left the field practically virgin, as for instance in 342 (Constitutional law), except for a sketchy suggestion of a geographical arrangement, U.D.C. has tilled diligently to produce some very useful subdivisions, which obviate the separation occurring in a collection classified on the older scheme between, e.g., political science and law. The penal and private law sections have been similarly treated, and the minuter subdivisions might prove very useful for the indexing of periodical material, but are at present scarcely required for book classification, as legal treatises generally tend to cover broad general topics. There seems to be no provision in the scheme for the classification of legal systems by country. One is perhaps expected here to follow the original Dewey, which has allowed for this.

Cataloguing also presents some difficulties, especially with law reports and statutes, which form such an important part of any law library. Some are government publications, generally a headache to the cataloguer, and the usual troubles with corporate entry also present themselves. When these difficulties are overcome, some very pretty problems still arise in the filing of main entries. Basset's Manual solves some of them by adopting what is practically a form entry to secure uniformity, and using corner marks to simplify filing and reference.

USE AND PRESERVATION

For the law school librarian there is another very serious problem, namely the preservation and repair of much used case material, which is to the law student what laboratory materials are to those studying in the scientific field. Certain sections of law reports get such heavy use that pages literally wear out. Photostats can be used in replacement up to a point, but the extra thickness of the printing paper used rather limits their practicability. The ideal solution would be the acquisition of extra copies of reports of important cases when first published, but their significance is not always immediately obvious. The alternative solution would be a much wider provision of casebooks, which would certainly reduce the wear and tear on bound volumes of reports, but the Faculty is not always in favour of such shortcuts for students, and they do tend to eliminate the research element in the study of case law.

There remains one other feature in law library reference work which may at first prove disconcerting, and that is the method of citation by abbreviations or, more teasing still, initials. Those trained in the administrative methods of the army, or in such an organisation as the United Nations, will of course take these in their stride, but till long use has imprinted them indelibly in the cerebral processes, the librarian will need to keep close at hand the several lists of abbreviations, which provide the answers to the numerous queries of this kind the day's work brings.

Duplicates

Duplicates of the following are on offer by the Public Library of South Australia. This is the kind of material which should be preserved as widely as possible in Australia for students of library, literary and cultural history. Write to the Principal Librarian.

Library Association of Australasia:
Transactions, 1900 and 1902.

Library Record of Australasia, Vol. 1
(No. 2-4), Vol. 2 (No. 2) (1901-
1902).

Libraries Association of New Zealand:
Papers, 1910.

Libraries Association of New Zealand:
Proceedings, 1911.

C. W. Holgate: "An Account of the
Chief Libraries of New Zealand",
1886.

E. La T. Armstrong: "The Book of
the Public Library, Museums and
National Gallery of Victoria,
1856-1906".

Central and Co-operative Cataloguing

By JOAN BRIGGS, B.A.,
Public Library of Queensland.

Firstly, what do we mean by the term central cataloguing? Well, simply, it is the preparation of entries, either in card form or on lists which may be cut and pasted or from which copies may be taken, at one centre which distributes them to those libraries participating in the scheme. These libraries may be entirely independent, as are those using the Library of Congress printed cards, or may be branches or co-equals in a regional scheme.

Centralised cataloguing is not as new as it would appear; a form of co-operative cataloguing wherein the process or its cost is shared by the benefiting libraries, was suggested by one William Desborough Cooley, a British Museum commissioner, in 1849. His scheme, similar to that devised by his contemporary, Prof. Charles Coffin Jewett, Librarian of the City of Boston, was that of using stereo-blocks into which additions could be inserted for the printing of catalogue entries. These of course were not on cards. The Athenaeum for 1850 pursued the scheme, but its suggestion of the production of a Universal Catalogue at the public's cost came to nought. Jewett aimed at compiling a general catalogue of American libraries by making stereo-blocks of catalogue entries and keeping them in alphabetical order. But the time was not then ripe and nothing further was heard of the venture until 1876 when T. H. Rogers read a paper at the first American Library Conference advocating an impracticable scheme for a co-operative index for public libraries. This involved a co-operative index of general literature. In 1879 each number of the *Library Journal*, in whose first volume Roger's scheme had been published, contained a supplementary Book Register consisting of reprints of the lists of new books contained in the Publisher's Weekly. It lasted the year only.

In 1882 co-operative cataloguing on a big scale was sponsored by the British and American Library Associations in the compilation of Poole's Index to Periodical Literature; the indexing being done by librarians in both countries. Such co-operation is to be found still in the joint effort of librarians and the British Library Association in the indexing of periodicals for inclusion in the Association's "Subject Index to Periodicals".

In 1877 Melvil Dewey had prophesied the failure of a universal catalogue, but suggested the preparation of a small annotated one representative of the average American public library's stock. This resulted in the A.L.A. catalogue of 1893 which has continued to appear at intervals. The best known edition is that of 1904.

Then in 1893 two American firms, Library Bureau and the Rudolph Indexer Co., made an important step by using cards. Library Bureau sold printed cards for three years before the American Library Association and, in 1901, the Library of Congress took the work over while the Rudolph Indexer Co. set out to provide printed cards for 100,000 books beginning with those represented in the A.L.A. model library. Nor was cataloguing confined to complete books. From 1896 analytical entries were made for reports such as those of the Smithsonian Institute, and for other well-known American works. Margaret Mann declared that "more than 250 periodicals and transactions of societies were catalogued by the co-operative efforts of the large libraries of the country".

Schemes similar to that of the Library of Congress began at Boston in 1876, Harvard some ten years later and Pittsburgh in 1895; while the John Crerar Library at Chicago sold its printed cards to other

libraries. China, Germany, Holland, Switzerland and Russia have likewise used printed cards, but Great Britain, where the unit card is not standard, has been a noteworthy exception. The British Museum gives some service by publishing its accession lists. These give accurate descriptions of the books and may be cut and pasted on to cards, or the details typed. This may also be done with the Science Museum Library weekly list of accessions and more particularly with the valuable British National Bibliography (1950), which catalogues and classifies every book newly published in Great Britain. However prior to the inception of the B.N.B., Harrod's issued unit cards for books considered suitable for libraries. These cards, adaptable to classified and dictionary catalogues, contained full entries including added subject tracing notes with their appropriate Dewey class numbers. While individual cards could be purchased, £100 p.a. subscription entitled the library to cards for all book catalogued.

That is the history. It is for us to examine the working of such schemes and to question the advisability of their adoption in Australia and more narrowly in Queensland.

In central and co-operative cataloguing, success or failure depends on the willingness of the libraries concerned to abide by determined rules as to form of entry and choice of heading and to raise the necessary funds to ensure the continuance of the cost of administration. The necessity for uniform rules was an important factor in Great Britain's tardiness in adopting a scheme, for a survey in 1927 showed the main objections to the use of varied and divergent codes of rules, the fear of librarians being deprived of valuable technical training and the cost and the delay in securing cards. This emphasises the value of fair and expert supervision in the establishment of libraries in Queensland. The use of the Dewey Classification scheme, Library of Congress or Sears subject headings (with necessary modifications to suit local usage and conditions) and the joint rules of the British Library Association and American Library Association is recommended from the beginning so that additions may be made to

the catalogue without undue alteration and confusion.

Printed catalogue cards should be uniform physically, i.e., in size and quality, and in the manner of setting out entries. It is obviously impracticable, being far too expensive, to provide distinct main and added entries for each book or part thereof, so the card printed should be a main entry unit or basic one, so designed that the secondary entries whether for author, title or subject may be added. The Library of Congress saw this need at the inauguration of its scheme and planned the card accordingly. Its printed card reproduces the main entry but leaves sufficient room at the top to allow the purchasing library to type in a necessary heading, taken in all probability from one of the tracing notes supplied.

Information regarding full title, author or authors, edition, imprint, the physical properties of the book, series, any necessary notes, appropriate added entries and the L.C. order and classification numbers are all printed clearly on each card of which the purchasing library buys as many as it deems necessary for its purposes. This also means that full details are found under whatever appropriate heading the book may be sought, and, while in many cases providing a high standard of cataloguing, enables the librarian to devote more time to other necessary duties.

Cost to both subscribing libraries and to the cataloguing bureau itself is of course an important feature. In America, the scheme is just more than self-supporting and the average price in 1948 of forwarding some three cards to a library varied from 3d. to 4½d. Library of Congress, on the ground that it would have to catalogue the book for its own purposes bears the whole cost of cataloguing and producing the original card and charges for the duplication and distribution only. This rules out the scheme as a commercial venture although the well-known library firm of H. W. Wilson provides cards almost identical in form with those of L.C. for its own publications, while McGraw-Hill and Harrap have also printed cards at times, and in Australia Angus and Robertson use the cataloguing of the National Library for those they issue with their publications.

The idea, provided the standard is high, is commendable.

But the real problem facing the promoters of schemes similar to that of L.C. is the collecting of books for cataloguing purposes. Purchase is prohibitive, and even if all publishers be required to donate a copy of each book to the library the question of their housing still remains. Obviously then the central cataloguing bureau is better established by the government and must have the right to demand a copy of each book published in the country and have sufficient means of either shelving or disposing of them in accessible libraries.

Metcalf overrules the objection of the printed card scheme reducing the spread of cataloguing knowledge by asserting that the use and adaptation of L.C. cards require some skill and that the general superiority of American over British catalogues indicates that America has not suffered. In Australia the National Library at Canberra with its depository rights is the obvious choice if the L.C. scheme or a similar one were adopted. The Munn-Pitt report recognises this and favours it. Already Canberra is offering bibliographical aids through its monthly list of books published in Australia which lists under author with appropriate class number those books received in the period; and more valuably though somewhat tardily through its author, title, and subject entries given in *The Annual Catalogue of Australian publications*. This contains also entries for books of Australian interest published overseas, periodicals published in Australia, and official government publications. Mr. E. Hugh Behymer criticising the catalogues of some Australian libraries offers a satisfactory solution for a uniformly high standard at a relatively low cost with his suggestion of our subscribing to the L.C. scheme and having offset print copies made for general distribution.

So much for a central bureau cataloguing for otherwise independent libraries. Of more immediate interest to us is a central library cataloguing for its branches or co-equals in a regional or similar system. The advantages here are self-evident. Duplication of cataloguing is avoided and hence a

saving in both time and costs made, and consistency, an aid to both librarian and reader—particularly in inter-library lending—ensured throughout the region.

Again however specialisation leads to objections. Non-cataloguers complain that they are missing a valuable part of their training, that they have little chance of seeing the books before they are put into circulation and are consequently retarded in their advisory capacity, while cataloguers report that their seclusion and concentration inclines to their losing contact with the public's point of view, is apt to make them narrow in judgment and unaware of helpful criticisms. Certainly it would appear that buying should be done locally to meet the demands and needs of the libraries' immediate readers, and the staff difficulty can be overcome to a certain extent by transferring librarians and ensuring that cataloguers do at least one day's desk work each week.

A typical example of centralised cataloguing for non-fiction only is in force at Manchester. Here the books on leaving the accession department are divided into two groups: (1) books not previously catalogued, and (2) books previously catalogued. Each book in group (1) is catalogued and classified, and the main entry written on a 5" x 3" slip upon which the date of "first cataloguing" is stamped. This together with the class number is also put in the verso of the title page and the books passed to the Union shelf register staff who write a shelf register card for each slip. The date of first cataloguing is stamped on the top right hand corner of it, and the dates of accession by the branch libraries in the appropriate squares.

The cataloguers check the edition, date, etc., of a book in group (2) from the shelf register card and, satisfied that no alteration is necessary, hand the book to the Shelf Register staff for distribution to the requiring library. New editions are treated as new books and recatalogued. At 4 p.m. each day the day's output of books together with consignment notes showing the number of volumes and list of authors are sent to the branches.

The Union shelf register cards are collected for author indexing and immediate filing by Dewey class numbers and the cataloguing slips returned to the cataloguers for their fortnightly list of recent additions. Two copies of these are sent to each branch, one being made available to the public. Cards are not prepared centrally, but the branch librarian copies the main entry from the appropriate fortnightly list found from the date of first cataloguing as given on the verso of the title page. A supplementary "List of Additions" published at intervals and not available to the public provides main entries for books not newly published and hence not in the scope of the first list. Older books are thus made uniform. In time it is intended to print and distribute full catalogue entries (on the unit card system) with each book and ultimately to allot books numbers centrally so that each copy of a book will bear the same particular call number throughout the region.

In January of this year, the Public Library of New South Wales inaugurated a scheme with far reaching possibilities in its issuing of a classified by subject list of books accessioned during the month. This list is valuable not only to the government departments and institutions and to the municipal and shire libraries for which the accession department acts, but also to independent libraries and their users since it provides an up to date coverage save in continuations already in progress and children's books, of all subjects other than fiction.

Compiled in the cataloguing department under the direction of the chief cataloguer, Miss Jean Arnot, the entries, save for subject ones, are made according to the A.L.A. rules for author and title entries, 1949, and to the Rules for Descriptive Cataloguing in the Library of Congress 2nd ed. 1948, but to save space and labour they do not follow the accepted practice of setting out. Added entries for author, title (where necessary), joint author, and subject with their appropriate class number are noted. No analytical entries for chapters or sections of the book are made, but a full entry is given to each subject covered by it.

As in the Harrod Scheme the first number given is that suggested for the shelving of the actual book.

Thus:

Collins, Freda

Christian play-making [by] F. Collins. Lond U.P. 1951. Illus. [Deals with the production of religious plays in school, and includes 12 plays written by pupils.]

[Religion—Study and teaching (268.61); College and school drama (371.33); Religious drama (792)]

with the book shelved at 268.61.

The L.C. subject headings with modifications necessary to meet local demands are being used and sub-headings are added where necessary (that is where a definite aspect of a particular subject is treated). The individual librarian can decide for himself what use he will make of these latter.

To group them for literary survey and book selection purposes the entries are given in a classified by subject order made according to the Standard (15th) edition of Dewey. This edition, Mr. Metcalfe writes in his introduction to the list, has been adopted with some doubt and hesitation because it is not as detailed as earlier editions, but it was felt that for the general purposes of this Catalogue, there was no alternative but to use the latest edition of Dewey. Some choice between alternatives and some variations have been made to suit Australian and British interests, but modifications will only be made exceptionally and reluctantly.

Provision is made for errors and lastly and importantly for us who would use the list as an aid in cataloguing there is an author index with title and class (shelf) number cumulating each six months.

In Queensland the nearest we can come to this is in the University library. There, department librarians send suggestions, made principally by lecturing staff members, to the main library at St. Lucia where they are checked and ordered. The books come direct to St. Lucia and after accessioning are handed to the cataloguers who, knowing which department they are for, work with a view to their practical value in that sphere.

The processed books together with typed catalogue cards are then gathered daily for distribution to the appropriate departments. Copies of the cataloguing cards which also show in which library the book is, are also kept at St. Lucia and are available to any student for whom arrangements are made to enable him to see the book required.

Save for the departments of physiology and veterinary science, periodicals are also catalogued centrally, the entry form being on the same principles as for an annual, and cards kept in the St. Lucia catalogue as well as in that of each department receiving it. Analytical entries for periodicals are left to the department librarian, however, and interuniversity pamphlets consigned to the department interested without cataloguing.

The system appears to work satisfactorily. Four cataloguers do some hundred books and periodicals weekly and report a time lag of only three or four days. It is economical in that it removes the necessity of duplicating cataloguing tools and of employing fully trained librarians in small departments; for in this case the books having been chosen by subject experts to meet the needs and demands of their own students, a far greater proportion of the enquiries will be for author, than in public libraries.

In Brisbane municipal libraries central cataloguing of non-fiction is more a theory than a practice. Branch librarians buy their own books and check their non-fiction lists with the catalogue at the parent South Brisbane library where only the one cataloguer is employed. They then take pencilled details of the main card and do all typing at the branch. The book does not go to South Brisbane. On the whole this works satisfactorily, but there is always the danger of branches wanting to catalogue the book before the parent body has done so. Certainly the scheme would not work at very busy branches and/or those any distance from the parent.

A card catalogue demands constant checking and librarians of a central cataloguing bureau must be wary of faults arising from delay in (1) noting additions to and withdrawals from the various libraries, (2) the

purchase of new editions which may or may not involve recataloguing, and which may be for some or all libraries, (3) changes in classification marks, either by extension or by rectification of marks found to be unsatisfactory, (4) changes in the form of an authors' name, and (5) in subject headings in dictionary catalogues, (6) deletions from or additions to cross references, and (7) to the subject index, and (8) amendments and additions to guide cards. Finally there is the question of central cataloguing for school libraries, a policy I favour. Two or three full-time and fully trained children's librarians will I feel do the work more economically, since many of the subject books will recur in the various libraries, and more thoroughly than the teacher librarian with only a couple of weeks training and working out of school hours can hope to do. The actual processing need not be done centrally, but the appropriate printed cards sent on receipt of a list of books bought by the school. The delay arising from postage would probably not be as great as that if the books were catalogued locally and, in a school library where stock and borrowers are limited, would be of little importance.

Summing up the arguments for and against central and co-operative cataloguing, we find that its promoters assert it means uniform, economic and high standards of cataloguing throughout the participating libraries; its opponents declare that this very uniformity lowers the standard, tends to reduce the spread of cataloguing knowledge and leads to a marked time lag between purchase and circulation. Let us consider them, then, with special reference to Queensland, remembering that in proportion to her area her population is small, that municipal and shire councils are as yet unwilling or unable to spend large sums on library services, that cataloguers have undergone careful training and must be lured to the country by promising conditions, that books must be carefully chosen and catalogued with regard to the needs and demands of the people, that the drift to the city must stop and that the New Australians, used to library services, be assimilated into the Australian community.

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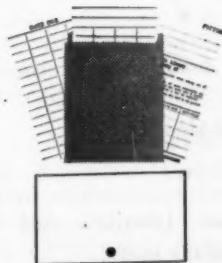
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CANBERRA—A.C.T.

Branches

AUSTRALIAN CAPITAL TERRITORY

As an outcome of the work of the Children's Library Committee, whose formation was reported in an earlier issue, the Children's Library, run as a pilot project by the National Library with voluntary assistance from the Canberra Association of Women Graduates, was opened on November 29. The books and the librarian are provided by the National Library, additional assistance being given by the Association in what may well establish a pattern of citizen participation in library service suitable for a community such as Canberra, which lacks the local government organisation of other cities of its size.

Departmental libraries had the opportunity of meeting Miss Barbara Brown of the Special Libraries Section during her recent visit to Canberra. At a meeting convened by Miss Joan Humphries of C.S.I.R.O., the formation of an A.C.T. Branch of the Section was discussed. A further meeting of special librarians is to be held early in December. A course for special librarians is now being given in the Library School at the National Library.

Among visitors to Canberra, members of the Branch welcomed Miss Warouw of the Ministry of Economic Affairs in Indonesia, who is now in the final weeks of her visit to Australia under the Colombo Plan.

During October and November, Mr. C. A. Burmester visited Fiji and New Caledonia in connection with archives and libraries in those areas.

NEW SOUTH WALES

On November 5 and 6, a successful Regional Library Conference was held at Newcastle. It was attended by delegates from shires and municipalities in the Hunter River Valley, and representatives of local government bodies, libraries, and educational institutions were present. The theme of the conference was library co-operation. Various practical proposals, including central cataloguing and a union list

of serials for the region, co-operative purchasing, an effort to improve standards by co-operation in staff training, inter-library lending, interchange of borrowers' privileges, a joint approach to the problem of book repairs, and exchange of display and publicity material were put forward, and discussed with keen interest. The conference was held under the auspices of the N.S.W. Branch as part of its plan for enlarging membership of the Library Association. It is hoped that some permanently useful outcome in the form of practical co-operation between the libraries in the region will result from the conference, as well as increased membership of the Association. A Regional Branch of the Library Association, known as the Central Coast Branch, has been formed, through which it should be possible for those who attended the conference to continue the work begun there.

A general meeting of the Branch was held at the Public Library of N.S.W. immediately following the annual meeting of the Library Association of Australia on October 15. Visiting delegates from other Branches gave brief and informal accounts of library developments in their own areas to the New South Wales members assembled, and the meeting concluded with a social gathering and refreshments.

New libraries opened include the Canterbury and Earlwood branches of the Canterbury Municipal Library. These two branches were opened on one day; a feat only previously achieved in New South Wales by the City of Wollongong. And an attractive old building, renovated and converted, was opened as the new home of the Mosman Municipal Library. The S.W. Regional Library has opened a branch at Booroowa, the Urana Shire Council (a branch of the Upper Murray Regional Library) has opened a new library building. Cessnock Municipal Library has also been opened for service.

An exhibition commemorative of the 150th anniversary of the birth of Victor Hugo was opened in the Mitchell Gallery

by Dr. H. V. Evatt, President of the Trustees of the Public Library of New South Wales, on October 27. It consisted of material sent out from France through the Consul General and supplemented by material in the Public Library. Those attending the official opening were afterwards entertained by the Consul General for France in the Library's lecture room. During the proceedings an address on Victor Hugo was given by Mr. G. M. Tallon, Lecturer in French at the University of Sydney.

After some years of being accommodated in the Public Library of New South Wales, the United States Information Library has moved to new quarters in Margaret Street, overlooking one of the smaller city parks. It is now housed under the same roof as the other units of the United States Information Services.

The N.S.W. Branch Council for 1953 having been duly elected, will consist of the following persons: *President*, Mr. E. Seymour Shaw; *Vice-President*, Mr. G. D. Richardson (who is also a Representative Councillor); *Past President*, Mr. N. G. Booker; *Hon. Secretary*, Mr. A. Horton; *Hon. Treasurer*, Mr. G. H. Robin; *Councillors*, Misses E. Hill, J. O. Hunter, T. Thomas, Messrs. H. Peake, C. E. Smith; *Representative Councillors*, Miss E. A. Sims, Mr. G. D. Richardson; *Representative of the Branch on the Library Board of N.S.W.*, Mr. E. V. Steel. This is the first time in the history of the Branch that a lay member has been elected as President. We congratulate Mr. Seymour Shaw, and look forward to a stimulating and profitable year under his leadership.

QUEENSLAND

On October 22, the following Branch Council for 1953 was elected:

President, Mr. H. Bryan, B.A.
Vice-President, Mr. R. Muir.
Hon. Secretary, Miss P. Robinson, M.A., A.L.A.
Hon. Treasurer, Miss M. Linley.
Councillors, Mr. E. G. Heap, B.A., Mrs. M. McGregor, Mr. A. A. Morrison, M.A., Miss W. Richardson, B.A., Associate Professor

E. C. D. Ringrose, B.A., B.Sc., B.Ed., Messrs. J. L. Stapleton, H. B. Taylor, D.S.O., M.L.A., and W. Thomson.

On the same evening, after our Representative Councillors had reported briefly on the recent meeting of the General Council, we were privileged to hear a talk by Miss Jean Arnot, Head Cataloguer of the Public Library of New South Wales, on "Taking books to the people, no matter where they might be". Miss Arnot spoke of work in prisons, mental hospitals and other institutions in New South Wales, Great Britain and the United States.

We have also been fortunate in receiving visits from Miss M. E. Wood of the University Library, Western Australia, and from Mrs. C. E. Robinson of the Library of the Department of Civil Aviation, Melbourne. Mrs. Robinson addressed the Discussion Group on "Special libraries and the use of the universal decimal system of classification", and her talk was very much appreciated.

At the previous meeting of the Discussion Group an interesting and informative paper on "Some aspects of bookselling" was presented by Mr. B. Clouston, who is manager of one of Brisbane's leading bookstores.

On November 21 in the Public Library His Excellency the Governor of Queensland, Sir John Lavarack, opened the exhibition of English books, 1480 to 1940, and of English children's books, arranged by the British Council, and the display has stimulated keen interest.

SOUTH AUSTRALIA

The newly elected officers for 1953 are:

President, Mr. W. G. Buick.
Secretary, Mrs. W. G. Buick.
Committee, Miss G. Fulton, Miss M. Sorrell, Miss C. Paltridge, Miss J. Susman, Mr. J. Wells, Mr. H. Brideson.
Representative Councillors, Miss J. Whyte, Mr. G. H. Pitt.

South Australia has gained an active member in Mrs. W. G. Buick, who was formerly known to librarians as Miss Barbara Laughton, Librarian of the Teachers' College Library, Brisbane.

A discussion group has been formed for students studying for the Qualifying examination. The papers covered are Qualifying papers one and two. The group of eighteen, which is led by Miss Jean Whyte, meets on one night a week for two hours.

On September 24 a forum, consisting of Miss Byrne, Miss Wollaston, Mr. Jenkin and Mr. Jensen, discussed the subject "Books corrupt—so what?". This was a continuation of a forum held late last year in which it was decided that books could corrupt.

On October 28 Miss G. Fulton gave a talk on Teachers' College Libraries and in it she stressed the great need for trained teacher librarians.

On November 25 Mrs. W. G. Buick spoke on the Queensland Branch of the L.A.A., the Jubilee Art train and Library development in Queensland.

TASMANIA

The Branch meeting on October 1 was addressed by Mr. A. F. Johnson who chose "Education for the librarian" as his subject. As Mr. Johnson is in charge of the training scheme at the State Library his views were particularly interesting and provided scope for lively discussion.

Ten days later, at a special meeting, even more lively discussion ensued on the presentation of a report on "Training for Librarianship". The recommendations of the Committee responsible were not acceptable to all, and the report was referred back for further consideration.

On November 14 the Branch heard a report by its Representative Councillors on the proceedings at the recent meeting of Federal Council. Mr. Bonny gave a detailed summary and both he and Sir John Morris replied to numerous questions.

A new venture has been started by the Branch with the publication of a four-page monthly journal entitled "Library Opinion" under the editorship of Mr. A. F. Johnson. The intention is to publish short articles, current news, and any item of interest to librarians whether of local or general significance.

The following will constitute the Branch Council for 1953:

President, Mr. D. H. Borchardt.
Vice-President, Mr. A. E. Browning.
Past President, Mr. L. Milburn.
Hon. Secretary, Mr. H. V. Bonny.
Hon. Treasurer, Mr. L. Dunn.
Councillors, Miss H. Kirby, Mr. A. F. Johnson, Sir John Morris.

VICTORIA

The Branch Council has again decided to conduct an evening course of lectures for the Preliminary Examination in 1953. Also, an attempt will be made to offer organised tuition to students presenting themselves for the Qualifying Examinations. The need for the latter appears urgent in view of the "tragic" results of this year's examinations.

A landmark in Victorian municipal library development was the opening of the Brighton City Library on October 1 by our General President, Sir John Latham. Brighton is now one of the most attractive libraries in Victoria and its instantaneous success may be gauged by the enrolment within one month of more than 2,000 borrowers who turned over a daily average issue of 390 volumes. Another outstanding library opened recently by Mr. McCallum was the Children's Library at Wangaratta. Here, as in most other municipal libraries of the "new order", it was pleasing to see the emphasis that has been placed on interior decoration. The "group service" operating from Yallourn through the shires of Morwell and Mirboo has been further extended by a new branch library at Boolarra. This was officially opened in November by Mr. Gordon Stewart, Secretary of the Library Service Board of Victoria.

Since October, two Regional Library Conferences have been held in Victoria. The first was at Geelong and was attended by representatives from all municipalities within the Barwon Region. Although at this stage it is too early to predict results, it was apparent that the Conference was a great success and that some at least of the Councils concerned will be applying for subsidy next year. At Wangaratta also, regional activities are taking shape. The

recent conference there was attended by representatives from the shires of Bright, Wangaratta, Oxley, Beechworth, Yarra-wonga and Chiltern, and of course the Borough of Wangaratta.

It is interesting to note that the Free Library Service Board is devoting much time and thought to the establishment of a central cataloguing service for municipal libraries. Already much progress has been made by the publication of a monthly books list which will later serve as the ordering medium for catalogue cards.

An appointment of major interest in Victoria recently was that of Mr. Kenneth J. Ling, F.L.A., as City Librarian at South Melbourne. Mr. Ling was formerly Regional Librarian of Beeston and Stapleford on the staff of the Nottinghamshire County Library in England. Now under his guidance the South Melbourne City Library will be reorganised and extended under the excellent plans laid down by the Council some time ago.

Exhibitions held at the Public Library of Victoria recently have included the Education and Peace Exhibition, sponsored by the U.N.O. and opened by the Minister of Education; a display of the designs for the proposed Olympic stadium in Melbourne; the very interesting display sponsored by the British Council of the "Times" New Roman type-face, and to commemorate the 150th anniversary of the birth of Victor Hugo the Alliance Francaise de Victoria conducted an extensive exhibition of material relating to Hugo's life and work. All these exhibitions were well attended and aroused much public interest.

Mr. John Feely, the Assistant Librarian of the Public Library of Victoria, has commenced his three months long service leave. His absence will be softened by the impending return from England of Miss Ursula O'Connor who has been overseas investigating methods of centralised cataloguing.

Library Week in Victoria this year was a complete success. It was interesting to see the enthusiasm displayed in local municipal libraries where all types of publicity were used to focus the public attention on the work of the Public Library.

In the Library Training School 13 students completed the advanced course of

training for the year. Of these students, 10 had had library experience before entering the School. Both School authorities as well as the students themselves would have welcomed the opportunity to sit for the Qualifying Examination rather than have internal examinations conducted by the School.

WESTERN AUSTRALIA

The Library Board of Western Australia has announced the appointment of Mr. F. A. Sharr as its first Executive Officer and Secretary. Mr. Sharr who is at present deputy city librarian of Manchester is a Bachelor of Arts of London and a Fellow of the Library Association. He commenced his library career in the National Central Library in 1936 and had experience in the Kent county library system before the war. On returning to civil life after the war Mr. Sharr was deputy county librarian of Derbyshire for about three years before being appointed to Manchester in 1949. Mr. Sharr has had extensive experience in committee work in various professional associations and is the current president of the Association of Assistant Librarians; he is an examiner for the Library Association and as well as being co-author of a manual of county library practice he has edited a pamphlet on county library transport. He is expected to take up duty in Western Australia in March.

Mr. Behymer's Seminar Papers

Mr. Behymer's Seminar Papers have been stencil-duplicated and as far as possible a copy will be sent to any member who applies for one not later than the end of February.

Conference Proceedings

The Proceedings of the 1951 Conference and Meeting have been published and a copy will be sent free of charge to all Corporate Members who apply. The Council resolved upon this to ensure the preservation of the Proceedings in libraries available to other members. Other members may have one copy each at 5s., otherwise the price is £1. Applications should be made immediately for copies on the conditions set out above.

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Notices and News

Council and Annual Meeting

A meeting of the General Council was held in Sydney on October 15 and 16 and the annual meeting of the Association on the night of the 15th. The annual meeting was held in conjunction with a meeting of the New South Wales Branch, at which addresses were given by Councillors from each of the Branches on developments in their areas.

The following are some of the matters dealt with by Council not covered under other headings.

Regional Branch.—The Council approved of the formation of what will be the first Regional Branch of the Association, to be known as the Library Association of Australia, New South Wales Central Coast Branch. This Regional Branch will centre on Newcastle and its formation has been largely due to the initiative of the Newcastle City Librarian, Mr. Miller, with the co-operation of other members of the Association in the area.

Future Conferences.—The question of future conferences and the expense involved was again discussed and it was resolved that the substance of a memorandum which had been submitted by the Honorary General Secretary, should be submitted to the Branches for their consideration.

Sections.—Branch Sections were established for the first time, those receiving approval being Branch Sections of the Special Libraries Section and of the Public Library Section in New South Wales and Victoria. It was also resolved to simplify the machinery for the formation of Branch Sections so that members of Sections in Branches need only have the approval of the Executive of their Section to form a Branch Section.

Constitutional Revision.—The Council considered the detailed report on the Constitution which had been made by the Constitutional Revision Committee under the convenership of Mr. Frazer, and resolved

on the submission of a series of amendments to the Constitution during next year. These are mainly amendments clearing up ambiguities in the Constitution and providing for machinery which should make such things as election to membership simpler.

Association Staff

After some experiment, and the usual comings and goings, a paid and permanent staff for the Association is taking shape. In the first half of last year subscriptions were being collected under the new system for the first time and new membership records being established; at the same time the *Journal* had to be managed and circulated quarterly, and above all the examinations organized. Two full-time officers were employed and one for three days a week, and in addition the work of the honorary officers, and of others, freely given, amounted to that of at least one full-time officer.

Since August the work has been carried on with one full-time officer and one for four days a week. When the new centralised membership records are finally set up it may be possible to carry on the office with approximately two full-time paid officers, so long as honorary officers are able and willing to make their present contribution, but it looks as if three will be necessary, at least for half the year whilst examination pressure is on.

The present establishment is a secretary to the Honorary General Secretary, the Honorary General Treasurer and the Honorary Registrar, and an office manager and accountant who may eventually be designated Registrar. The third member, if one proves necessary, may be a junior office assistant or clerk who may be encouraged to qualify as a library assistant by taking the Preliminary Examination, so as to avoid a "dead end" position at a comparatively low salary.

The secretary to the Honorary Officers is Mrs. Stone, who became very familiar with the work of the Association whilst she was secretary to the Honorary General Secretary in another capacity. By resolution of Council she is paid the rate of a first-class stenographer in the N.S.W. Public Service.

The office manager and accountant is Mr. Frank Seymour Millington, formerly of the Plymouth Public Libraries, England. Having been taken on temporarily from March 27, 1952, his appointment was confirmed by the General Council at its last meeting at a salary of £900, subject to basic wage variations.

When he left Plymouth to take his chance in Australia the following account was given of him in *Limuzine*, the staff magazine of the Municipal Libraries and Museum: "Frank joined the Library Staff (after a brief sojourn in the City Treasury) in 1939, just before the outbreak of war. He was called up early in 1942 and joined the Air/Sea Rescue Service of the Royal Air Force, and served with them until 1947. During this time he was awarded the United States Soldiers' Medal for rescuing an American airman. After demobilisation, he returned to the Central Library and shortly afterwards he was put in charge of the Orders and Accession Department, where he seemed to have found his niche. The Corporation has lost a good man in Frank. He watched their property with an eagle eye, and we can well remember him sending a razor blade to a branch which requested an expensive table pencil sharpener. And we can still hear him bellowing down the 'phone: "*More polish? What do you do with it? Eat it?*"

Subscriptions Old and New

There are still members who have not paid their subscriptions for 1952 or made any response to letters addressed to them, both from head office and from their branches. Subscriptions are now due for 1953 and members should note the new rates. The old rates were fixed when the new Constitution was being drafted, actually before 1949, and before the great rise in all costs, and in salaries, which came later.

The General Council has felt obliged to increase the rates to bring them nearer to present costs and salaries, and the subscription by-law has been amended as follows:

"Subscription fees due for each year of membership or not less than six months part thereof shall be

- (a) For Professional Members, who have received in salary in the preceding year
 - (i) £1,200 and over—£4
 - (ii) from £900 to £1,199—£3
 - (iii) from £600 to £899—£2
 - (iv) under £600—£1
- (b) For Corporate Members, who have spent in the preceding year on books, periodicals and related material
 - (i) £5,000 and over—£5
 - (ii) from £1,000 to £4,999—£2
 - (iii) under £1,000—£1
- (c) For Affiliate Members—£1
- (d) For Student Members
 - (i) of up to five years' membership—10s.
 - (ii) of more than five years' membership, the rates for Professional Members.
- (e) For Corresponding Members the appropriate rates under (a) to (d) with a maximum of £1
- (f) For Members over 65 years of age other than Corporate Members, and in other cases upon resolution of the Council—10s.
- (g) For Members elected as Honorary Members—nothing.

Subscriptions may be paid in advance of the year for which they are due and upon a payment of £45 in one sum or in three equal sums in three consecutive years by a Professional Member or of £15 by an Affiliate Member he shall be deemed to have paid annual subscriptions, exclusive of levies, falling due to the end of his life."

Standards and Status

The General Council at its last meeting had before it evidence that qualifications other than those for Professional Membership of the Association were still being thought of as alternative qualifications for

professional librarianship and being written into draft proposals on salaries and conditions without reference to the Association.

Attention was drawn to S.6 of the Constitution which is as follows: *

"Roll of Members and Register of Librarians.

There shall be kept a Roll of all Members and a Register of Professional Members which shall be called the Professional Register of the Association, and only Professional Members may describe themselves as Registered Librarians with reference to the Association."

and the following by-law has been adopted:

"By-Law 8.—Standards of Librarianship and the Status of the Library Profession.

A Standing Committee on Standards, Status and Qualifications of Librarians shall be appointed and no agreement affecting the standards of librarianship or the status of the library profession or the qualifications, salaries and conditions of work of librarians shall be made by any Branch or Section or Branch Section or Regional Branch or Regional Section without the approval of the Standards, Status and Qualifications Committee first being obtained."

The Committee appointed is: Mr. Cowan of the Barr Smith Library, University of Adelaide (convener), with Mr. G. H. Pitt and Miss J. Whyte of the Public Library of South Australia.

Examinations and Schools

As announced in the October issue, the division of the Qualifying Examination into sections has been altered and in this respect the Syllabus now reads as follows:

"For a pass in the Qualifying Examination a candidate must be passed in six papers. Two, three, four or six of these may be attempted at a time, but for a pass in any paper to be counted towards a pass in the Qualifying Examination a candidate must pass in a majority of the papers taken at the one time. If a candidate has already passed in five papers, he may take one alone."

And paper Q.5 has been divided into two and all the papers renumbered accordingly. Q.5 is now: History and Purpose of Libraries and Related Service. Q.6 is: The Production, Acquisition and Indexing of Materials for Research. Details of these two papers are given in the new edition of the Handbook.

The closing date for entry to the Qualifying Examination has been changed from March 31 to February 28. The closing date for entry to the Preliminary is still March 31. The examinations will begin on Monday, June 8, and further particulars will be given in the April issue of the *Journal* as well as to candidates individually.

The present Board of Examination has been re-appointed for a further period of two years. All correspondence for the Board and on examination and certification should be addressed to the Registrar, Library Association of Australia, c/o. Public Library of New South Wales, Macquarie Street, Sydney. But forms of application for admission to the examinations are available from Branch Secretaries in all branches except New South Wales.

Enquiries about schools and classes for the 1953 examinations should be addressed to Branch Secretaries and to Directors of Training or the Chief Librarians in the Commonwealth National and the State Libraries.

At its last meeting the General Council carried the following resolution:

"That the Association will welcome the provision by any Australian university or university college of an adequate course in librarianship."

The Handbook—New Edition

A new edition of the Handbook is now available. It includes the Syllabus alterations referred to above, all the Preliminary and Qualifying papers set under the new syllabus in 1952, and the report on results which was published in the October issue of this *Journal*. The price of this new edition of the Handbook is 6s., including

postage, and attention is drawn to Regulation 9:

"Candidates accepted for examination for the first time shall not be admitted to examination until they have bought from the Association a copy of its Handbook, including the Syllabus."

Those who were candidates for either examination last year and bought the Handbook then are not required to buy a copy of the new edition, but as it contains alterations to the Syllabus and last year's examination papers they may find a copy of the new edition a good investment.

RULES FOR DESCRIPTIVE CATALOGING. Motion Pictures and Film Strips. Washington, 1952.

This is still a preliminary edition, but should be noted by library schools and students, who may be required to know these extra rules.

INTRODUCTION TO REFERENCE BOOKS, by A. D. Roberts. Second edition, 1951.

These are the author's lectures in the School of Librarianship at the University of London. He is now at the United Nations Library. Whilst covering much the same ground as too many other books on reference books, it has a useful chapter on Bibliographies of older British books, one on Dealing with more difficult enquiries, a Note on tracing and selecting new works of reference, and Questions for practical work. It should be a useful book for Australian students.

The First Municipal Library in Australia?

The first free public library in Australia was the Public Library of Victoria, opened in Melbourne as a reference library on February 11, 1856. But this was and is a government, not a local government institution. Which or what then, was the first local government or municipal free public library? The government subsidised schools of arts or mechanics' institutes date back to 1832, but though local they were not municipal.

In 1867 New South Wales passed its first general local government legislation, the Municipalities Act of 1867 and this provided for subsidies of up to £200 for municipal

libraries and the donation of government publications. Newtown, then a very outer suburb of Sydney, opened the first library under this Act on June 21, 1869, whereas the Public Library of New South Wales, though in existence continuously from 1826, was not finally taken over by the Government and reopened as the Sydney Free Public Library until September 30, 1869.

The Newtown Public Library absorbed a failing School of Arts, which shows there is nothing new under the sun, and it was opened by Mr., afterwards Sir, Henry Parkes, M.L.A. He presented it with some books and showed in his discussion of them a remarkable understanding of book selection for public libraries as well as good judgment of contemporary literature in all fields; and he showed too that in his grasp of the social purposes of the public library he had risen well above the usual cultural platitudes.

Some of his remarks as reported in the *Sydney Morning Herald* would still bear repeating, again and again, with all the authority his still living name can now give them. Amongst other things he said it was not "possible for any individual to gain in knowledge, in virtue, in a clearer sense of his duties as a citizen, without society also gaining even to a larger degree than himself".

Unfortunately the time proved not yet ripe. The subsidy provision of the 1867 Act was not repeated in that of 1897; of several public libraries established under the 1867 Act there were only the merest decayed and dusty vestiges of forgotten origin in a few town halls by the time of the Munn-Pitt survey, and Newtown opened its second public library under the Library Act of 1939 on August 1, 1947, with little or no official knowledge of its first.

However, the question is, was it Australia's first municipal free public library? For the record will any member knowing of any legislation and any libraries of the kind before 1867-9 let us know?

Library Provision and Finance

The Parliament of Western Australia passed a Library Act in December of last year setting up a Library Board like those of N.S.W. and Victoria, and providing for

assistance to libraries established and maintained by local government. The Board has three representatives of the W.A. Branch of the Association on it and has met with Professor Fred Alexander, Professor of History and Director of Adult Education in the University of Western Australia, as its Chairman. Mr. F. A. Sharr's appointment as Executive Officer and Secretary to take up duty in March is announced in Western Australia's branch news. This Board does not administer the State library itself as the new Boards in Tasmania and Queensland do.

South Australia which had the first special free libraries Act in Australia, that of 1898 repealed in 1934, is now the only State which has not passed legislation on the pattern set by the N.S.W. Library Act, 1939. It adopted the alternative of a lending branch of the State reference library for the metropolitan area in 1946; Victoria still has such a branch, first opened in 1892, but is encouraging the establishment of municipal libraries in its metropolitan area, and the N.S.W. metropolitan lending branch, opened in 1877, became the Sydney Municipal Library, now the City of Sydney Public Library, in 1909. Tasmania is trying a jointly administered and financed State reference and City lending library in Hobart, but not without friction. The State says the City's contribution of £2,700 a year only meets a fraction of the cost of the lending service and threatens to throw this service entirely on the City's hands. Metropolitan municipalities in Sydney with about the same population as the City of Hobart (60,000) are now spending a minimum of £4,500 from rates and £4,500 State government subsidy on their free lending library services.

National Treasures

The early official copy of Magna Carta acquired by the Commonwealth has arrived in Australia and is being put on exhibition in Canberra with all the special precautions warranted by its importance. It and Cook's Journal are being treated as foundation documents and investigations are being made into construction of special cases, possibly gas filled, to ensure the maximum protection and preservation.

The Commonwealth has also acquired by special gift from the Government of Ireland a copy of the latest facsimile of the Book of Kells, which has been put on special exhibition. Some confusion seems to have arisen over this; many members of the public seem to think it is an original and have supposed that another copy, which is on exhibition in the vestibule of the Public Library of New South Wales, under one of the stained glass windows the design of which is taken from the Book of Kells, is this "original" on loan from Canberra. Still another copy is in private ownership in Sydney and perhaps other libraries in Australia, hiding their lights under bushels, have other copies. It is, however, a rare and beautiful work, even in facsimile, and it is pleasing to know that there is more than one copy in Australia.

Literary Detection

Who wrote *Ralph Rashleigh*? When an abridged version of this story of convict life was published in 1929 as a convict's memoirs, the manuscript was pseudonymous, and thought by some to be a fake or a forgery.

Searches in the Mitchell Library, especially into the handwriting of convicts who were in Government employ and whose work is to be found in official records transferred to it, have been made by Mr. Colin Roderick, M.A., of Angus and Robertson Ltd. who acquired the manuscript from the late C. H. Bertie. As a result he attributes the authorship to James Tucker, and a full account of his investigation is given in his Introduction to the special limited edition, which has just been published. Cataloguers, and bibliographers, may accept the attribution, or stick to the writer's pseudonym, Giacomo di Rosenberg, but at least an added entry should go to Tucker. And of course Mr. Roderick should get the bibliographical recognition which he has earned by his research and his editorial labours. The limited edition was published at three guineas and an ordinary edition at 18s. 9d.

Who wrote *New South Wales: Its present state and future prospects*, first published in London in 1837, with an Introduction signed by James Macarthur? It

has usually been called his book, although some librarians in England knew that Edward Edwards, the father of public libraries and the first librarian at Manchester, had a hand in it just before he became an extra assistant in the British Museum in 1839. In a paper read to the Royal Australian Historical Society in Sydney and published in its *Journal* for September, 1952, John Metcalfe has given the story of the book against the Australian background, and with additional evidence to show that the book, including the Introduction, was written to order by Edwards. He has also discussed the cataloguing of the book and given some account of the life and death of Edwards.

This paper has been reprinted and published by the Public Library of New South Wales with an Introduction by Dr. H. V. Evatt, and reproductions of manuscript evidence in the Mitchell Library and in the Manchester Public Libraries. The price is 2s. 6d., less one-third to the trade and Association members.

Comics

Sir:

The article about comics by John Metcalfe, which appeared in the October number, was a rational approach to a subject upon which there is much confused thinking. It seems strange, however, that in all that has appeared lately in print on this subject, an objectionable feature, common to nearly all comics and about which there can be no argument, should escape attention, namely the poor print and paper. Children read in any corner in any light and often in almost no light. Another problem for the censor! Applying the same standards, some of our daily newspapers should be banned in whole or in part, to say nothing of prayer books, telephone directories and income tax forms.

J. D. A. COLLIER.

[Thank you, Mr. Collier. Without intention the article came more or less pat to the hour, and was quoted in the recent interstate departmental conference on comics, at which it was decided that whilst the States' legislation against obscenity tending

to depravity should be clarified and strengthened, new purposes and forms of censorship could not be recommended, even to ensure better print and paper.—J.M.]

London Library Service

Sir:

In a review of "Libraries in Greater London" which appears on page 108 of your July issue, you state that "London has no adequate general reference library open to the general public or open after 5 p.m."

I do not, of course, know quite what the reviewer means by "adequate reference library". If he is thinking of an institution similar to the Public Library of New South Wales, it would be wrong to say that the British Museum is not open to the general public, although it is true that it is not open in the evenings.

If instead he is thinking of municipal reference departments concerned primarily with quick reference and information services, I would say that the Westminster Central Reference Library is open until 8 p.m. every night excepting Sundays. This library includes a comprehensive collection of current reference materials, including copies of all British Government publications and between £6,000 and £7,000 a year is spent on books and nearly 900 different periodicals are taken regularly.

LIONEL MCCOLVIN.

[It is good to hear from Lionel McColvin, so aptly nicknamed Big Ben by his London fellows, to have an opportunity of expressing admiration for his loyalty to London in general, and Westminster in particular, and for the co-operative effort being made by the borough public librarians under his leadership to make up for the lack in London of the kind of comprehensive reference service from a collection of half a million volumes or more which is open to the general public, without restriction to ticket holders, in other English-speaking cities of even a million people. The fact remains that the publisher's statement that "London leads the world in the adequacy of its public libraries" needs qualification, to say the least.—J.M.]

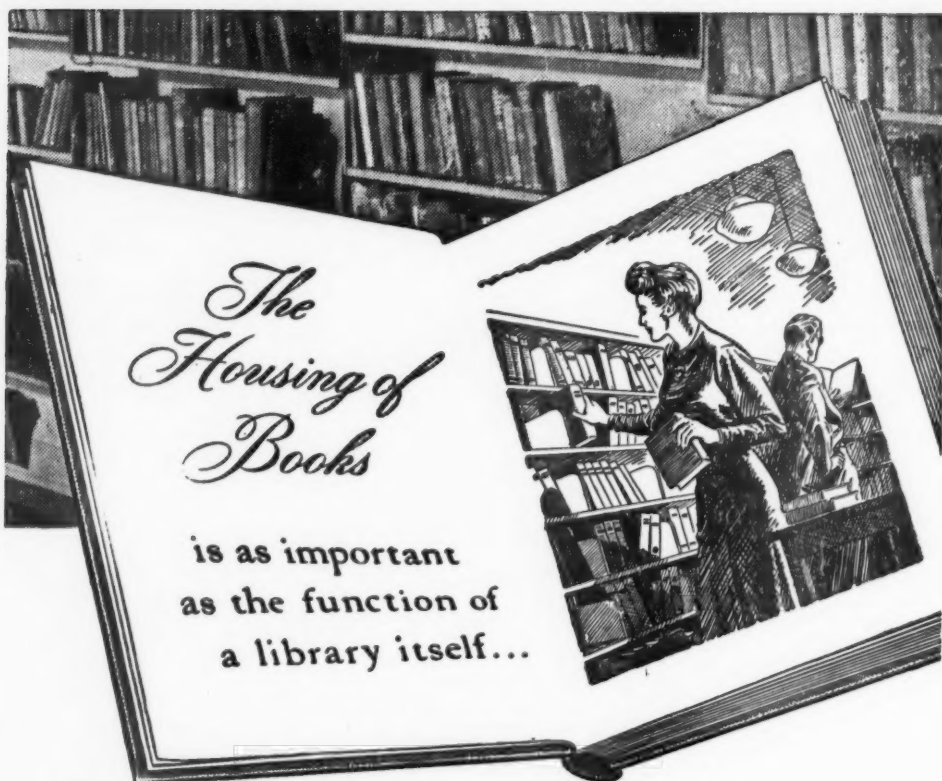
We have stocks of these Reference Books:-

- AKERS, S. G.: *Simple Library Cataloging*. Third edition, rewritten.
Chicago, 1944. [Fourth Printing, 1951.] 30/-
- A.L.A. CATALOGING RULES FOR AUTHOR AND TITLE ENTRIES.
Prepared by the Division of Cataloging and Classification of the
American Library Association. Second edition, edited by Clara
Beetle. Chicago, 1949 61/9
- HARROD, L. M.: *The Libraries of Greater London: A Guide*. London,
1951 44/6
- HITCHLER, Therese: *Cataloging for Small Libraries*. Third enlarged
edition, New York, 1926 35/6
- KELLEY, G. O.: *The Classification of Books: An Inquiry into its Useful-
ness to the Reader*. New York, 1938 26/6
- MACPHERSON, H. D.: *Some Practical Problems in Cataloging*. Chicago,
1936 19/9
- MANN, Margaret: *Introduction to Cataloging and the Classification of
Books*. Second edition, Chicago, 1943. [Fourth Printing, 1950.] 43/-
- PALMER, Bernard I., and WELL, A. J.: *The Fundamentals of Library
Classification*. London, 1951 14/3
- ROBERTS, A. D.: *Introduction to Reference Books*. Second edition.
London, 1951 28/3
- STEWART, James D. (Ed.): *The Reference Librarian in University,
Municipal and Specialised Libraries*. London, 1951 47/-

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